

CLAIMS

I claim:

1. A mailing form, comprising:

first and second superimposed sheets, each sheet having an inner face facing the other sheet and an outer face;

the first sheet having a plurality of detachable areas which are detachable from the remainder of the first sheet, each detachable area having an adhesive backing facing said second sheet;

the first and second sheets being permanently secured together over predetermined, adhered areas of said form;

the second sheet having predetermined, non-adhered areas on its inner face which are aligned with the detachable areas of the first sheet, the non-adhered areas being covered with a non-adhesive coating on the inner face facing said first sheet;

at least one portion of said form including one of said adhered areas being detachable from the remainder of the form to provide a predetermined mailing form part, each of the sheets having predetermined printed indicia on its outer face in said one adhered portion;

the inner face of the first sheet being coated with a layer of adhesive material for securing the first sheet to the second sheet, the adhesive layer in said detachable areas comprising said adhesive backing; and

the form having at least one tear line for detaching said one portion of the form from the remainder of the form, said portion including a pair of second tear lines extending perpendicular to said one tear line for detaching a part of said mailing form part from the remainder of said portion, and side strips on opposite sides of said portion outside said tear lines, the inner face of said second sheet being coated with non-adhesive material in said side strips.

2. The form according to claim 1, wherein said one adhered area comprises a return postcard having printed indicia on both of its faces, including marked areas for receiving predetermined information concerning a mailed item, one of said areas on the outer face of said first sheet comprising an addressee area for receiving the address to which the item is to be mailed.

3. The form according to claim 1, wherein each sheet is of paper stock.

4. The form according to claim 3, wherein the combined thickness of said sheets is no less than 0.007 inches.

5. The form according to claim 4, wherein the sheets are of equal thickness.

6. The form according to claim 4, wherein the first sheet is thinner than the second sheet.

7. The form according to claim 4, wherein the first sheet is thicker than second sheet.

8. The form according to claim 1, including a plurality of tear lines extending through both sheets of the form and a plurality of die cut lines extending through only the first sheet of the form.

9. The form according to claim 1, wherein the first sheet has a plurality of die cut lines defining said detachable areas.

10. The form according to claim 1, wherein each side strip of said second sheet has a third tear line extending parallel to said first tear line for detaching part of each side strip from said portion to expose said adhesive material for adhering the portion of an item to be mailed.

11. The form according to claim 1, wherein said detachable areas include at least two identical address labels for receiving an address to which an item is to be mailed.

12. The form according to claim 11, wherein said detachable areas include three identical address labels.

13. The form according to claim 1, wherein said detachable areas include at least an identifying number label for identifying and tracking a mailed item.

14. A mailing form, comprising:

first and second superimposed sheets, each sheet having an inner face facing the other sheet and an outer face;

a layer of adhesive material between the inner faces of said sheets;

the inner face of the second sheet being coated with a non-adhesive material in predetermined coated areas of said inner face whereby the first sheet is adhered to the second sheet only in adhered areas outside said coated areas;

the sheets having tear lines extending through both sheets whereby sections of the form can be separated from one another;

the first sheet having tear lines extending through only the first sheet around predetermined non-adhered areas of the first sheet whereby said non-adhered areas can be detached from the remainder of the form, said non-adhered areas including labels for attaching to an item to be mailed;

at least one of said separable form sections including an adhered area and comprising a predetermined mailing form part, each of said sheets having printed indicia on its outer face at least in said one form section;

the form having a first tear line for detaching a portion of the form from the remainder of the form, said portion including said predetermined mailing form part and an additional part, said portion including at least three tear lines extending transverse to said first tear line, including a second tear line for detaching said additional part from said mailing form part, and a pair of tear lines for defining a central portion between said tear lines and side strips on opposite sides of said central portion outside said tear lines, the inner face of said second sheet being coated with non-adhesive material in said side strips.

15. The form according to claim 14, wherein one of said non-adhered label areas is located in one of said side strips.

16. The form according to claim 15, wherein said one label area carries identifying insignia for identifying an item to be mailed.

17. The form according to claim 16, wherein a second non-adhered label area carries the same identifying insignia as said one label area

18. The form according to claim 14, wherein said form has three identical form sections separable along two, parallel spaced tear lines, each of said form sections including one of said predetermined mailing form parts, the central portion of each mailing form part comprising a return postcard having printed indicia on both of its faces, including marked areas for receiving predetermined information concerning a mailed item, one of said areas on the outer face of said first sheet comprising an addressee area for receiving the address to which an item is to be mailed.

19. The form according to claim 18, wherein each of said form sections includes said additional part, and said additional part includes a non-adhered area comprising a label carrying identifying insignia for identifying an item of mail.

20. The form according to claim 19, wherein said labels on said three form sections carrying consecutive identifying numbers.

21. The form according to claim 14, wherein said sheets are rectangular and said first tear line extends longitudinally along said form.

22. A mailing form comprising:

First and second superimposed sheets, each having an inner face and an outer face, the sheets being rectangular and having opposite side edges and opposite upper and lower edges.

a layer of adhesive material coating the entire inner face of the first sheet;

the first sheet having a plurality of detachable, non-adhered areas which are detachable from the remainder of the first sheet;

the first and second sheets being permanently secured together on predetermined, adhered areas of the form;

the second sheet having predetermined, non-adhered areas on its inner face which are aligned with said detachable areas of the first sheet, the non-adhered areas being covered with a non-

adhesive coating, whereby the first sheet is permanently adhered to the second sheet only in areas outside said non-adhered areas;

the first sheet having printed indicia on its outer face defining at least two separate form parts and a separation region between form parts extending across the entire sheet between opposite edges of said sheet;

one of said form parts including a mailing form portion for attachment to an item to be mailed, the mailing form portion including a central, return postcard and side strips on opposite sides of the central postcard, and having a pair of tear lines extending transverse to said separation region for separating each side strip from said return postcard; and

the inner face of said second sheet being coated with non-adhesive material in said side strips.

✓ 23. A special service mailing assembly, comprising:

a backing sheet;

a sheet directly attached to the backing sheet having a first section integrally formed with a second section, the first section including a label having an adhesive back side indicative of the special service, and the second section including a form, a first anchor portion having an adhesive back side and a second anchor portion having an adhesive back side wherein the anchor portions are located at opposite ends of the form, the form being independently detachable from the anchor portions and the label, and further wherein the sheet is removably attached to the backing sheet by the adhesive back sides of the label, the first anchor portion and the second anchor portion; and

a cut out section in the backing sheet.

24. The special service mailing assembly according to claim 23, further comprising:

a score line formed between the form and the label, the score line constructed and arranged to provide independent removal of the form.

25. The special service mailing assembly according to claim 23, further comprising:

a first perforated tear line formed between the first anchor portion and the form; and

a second perforated tear line formed between the second anchor portion and the form, the first

perforated tear line and the second perforated tear line being constructed and arranged to provide independent detachment of the form.

26. The special service mailing assembly according to claim 23, wherein the form is a return receipt postcard.

27. The special service mailing assembly according to claim 23, wherein the label is a certified mail label.

28. The special service mailing assembly according to claim 23, wherein the backing sheet includes printer feeder holes located along opposite sides of the backing sheet.

29. The special service mailing assembly according to claim 23, further comprising:
at least one identifier section having an identifier related to the special service label removably attached to the backing sheet.

30. The special service mailing assembly according to claim 23, further comprising:
at least one identifier section having an identifier related to the special service label removably attached to at least one of the anchor portions.

31. The special service mailing assembly according to claim 23, further comprising:
an additional form removably attached to the backing sheet.

32. The special service mailing assembly according to claim 23, further comprising:
an additional form removably attached to the form.

33. A special service mailing assembly for mailing an article requiring a special service, the assembly comprising:

a first sheet;
a second sheet directly attached to the first sheet, having a first section integrally formed with a

second section, the first section including a label having an adhesive back side indicative of the special services; and the second section including a form, a first anchor portion having an adhesive back side and a second anchor portion having an adhesive back side wherein the anchor portions are located at opposite ends of the form, the form being independently detachable from the anchor portions and the label, and further wherein the sheet is removably attached to the backing sheet by the adhesive back sides of the label, the first anchor portion and the second anchor portion.

34. The special service mailing assembly according to claim 33, further comprising:
a line of separation formed between the form and the label, the line of separation constructed and arranged to provide independent removal of the form.
35. The special service mailing assembly according to claim 33, further comprising:
a first tear line formed between the first anchor portion and the form; and
a second tear line formed between the second anchor portion and the form, the first tear line and the second tear line constructed and arranged to provide independent detachment of the form.
36. The special service mailing assembly according to claim 33, wherein the form is a return receipt postcard.
37. The special service mailing assembly according to claim 33, wherein the label is a certified mail label.
38. The special service mailing assembly according to claim 33, wherein the first sheet includes printer feed holes located along opposite sides of the first sheet.
39. The special service mailing assembly according to claim 33, further comprising:
at least one identifier section having an identifier related to the special service label removably attached to the first sheet.

40. The special service mailing assembly according to claim 33, further comprising:
at least one identifier section having an identifier related to the special service label removably attached to at least one of the anchor portions.

41. A method for mailing an article requiring a special service, the article having a front side and a back side, the method comprising the steps of:

providing a first sheet;

providing a back sheet directly attached to the first sheet; having a first section integrally formed with a second section, the first section including a label having an adhesive back side indicative of the special service, and a second section including a form, a first anchor portion having an adhesive back side and a second anchor portion having an adhesive back side wherein the first anchor portion and the second anchor portion are located at opposite sides of the form, the form being independently detachable from the anchor portions and the label wherein the second sheet is removably attached to the first sheet by the adhesive back sides of the label, the first anchor portion and the second anchor portion;

removing the second sheet from the first sheet;

attaching the label to the front side of the article; and

attaching the first anchor portion and the second anchor portion to the back side of the article.

42. A method for forming a mailpiece having a front side and a back side foldable into sections along a fold line forming the mailpiece wherein at least one section on the front side of the sheet includes an integral document section requiring special services;

integrally forming in another section at least a portion of a detachable return postcard with the mailpiece;

printing a message on the integral document section;

✓ providing an adhesive on adjacent sections on the back side of the sheet; and

folding the sheet along the fold line between the adjacent sections to close and seal the integral document section and to form the mailpiece.

43. The method of claim 41, wherein the detachable form is a delivery notice/receipt.

43. The method of claim 41 further comprising the steps of:
providing a perforated tear line along a length of the sheet; and
removing the return postcard from the mailpiece by detaching along the perforated tear
line.

44. The method of claim 41 further comprising the step of providing a perforated tear line
constructed and arranged on the mailpiece to provide access to the integral document section on the front
side of the sheet.

45. The method of claim 41 further comprising the step of providing a designator on the
mailpiece indicative of the special services required.

46. The method of claim 1 further comprising the step of arranging the sections on the front
side of the sheet of the mailpiece such that all variable printing is done on the front side of the sheet.